

From: [University Registrar \(registrar@yale.edu\)](mailto:registrar@yale.edu)
To:
Subject: Spring 2026 Term Roll Preparation
Date: Thursday, October 2, 2025 11:27:49 AM

University Registrar's Office

Thursday, October 2, 2025

Spring 2026 Term Roll Preparation

Dear Colleagues,

The Banner fall-to-spring term roll will run on Wednesday, October 15, to establish Spring 2026 records for returning students.

Before October 15, please make sure your students' Fall 2025 data are correct by running the "Term Roll" datablock in [Argos](#). If data are missing or incorrect on a student record, then that student term record will not be created for Spring 2026. The following are a few specific areas to check.

- Leaves: For students recorded as being on a Leave of Absence, be sure that "From" and "Through" dates are recorded in SGASTDN under the "Miscellaneous" tab.
- Data consistency: The Degree, Program, Major, and Graduation Term fields should match between the Fall 2025 SGASTDN record and the SHADEGR record. Discrepancies will be flagged by the "Term Roll" datablock.
- Graduation term: Verify that students' expected graduation terms are correct.

Also note the following:

- Joint degree students: Remember that the term roll does not include joint degree students. These must be updated manually before October 28.
- No fees or tuition should be manually added before October 28.

Thank you in advance.

University Registrar's Office
246 Church Street, 3rd Floor
New Haven, CT 06520-8321
(203) 432-2330
registrar.yale.edu

CC: Prof School Registrars & AAs; Amy Ferraro; Ariel Perez; Dan Hofstatter; David Blackmon; Heather Abati; Jaime Tryon; Karalyn Duncan; Michelle Cochran; Nicole LeBlanc; Vijayshree Erodula